



**Parish of Castle Heddingham**

**Claire Waters (Parish Clerk)**

**25 Bayley Street, Castle Heddingham, Essex CO9 3DG**

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**NOTICE OF MEETING**

**Dear Councillor:** You are summoned to attend a meeting of Castle Heddingham Parish Council on **Monday 8<sup>th</sup> January 2024 at 7.30pm at Castle Heddingham Club, Church Lane** for the purpose of transacting the business set out on the attached agenda.

Signed:

*Claire Waters*

*Clerk to the Council*

Date: 2<sup>nd</sup> January 2024

***THE PUBLIC AND THE PRESS ARE CORDIALLY INVITED TO ATTEND***

**AGENDA**

**1. APOLOGIES FOR ABSENCE**

**2. MINUTES OF THE PREVIOUS MEETING**

To approve as a correct record the minutes of the meeting of Monday 13<sup>th</sup> November 2023

**3. DECLARATIONS OF INTEREST**

Councillors to declare any Disclosable Pecuniary Interests, Other Pecuniary Interests or Non-Pecuniary Interests relating to items on the agenda.

**4. PUBLIC FORUM**

15 minutes of public participation. 3 minutes for each contribution

**5. PROGRESS CHECK**

Village maintenance issues and update on actions from last meeting

**6. HIGHWAYS & PUBLIC RIGHTS OF WAY**

Update on Highways & Footpath issues and any new problems to report

**6.1. Footpath 25 Scotch Pasture:** Planning Inspectorate inquiry to be held at 10.00am on Tuesday 5<sup>th</sup> March 2024, at Gosfield Village Hall (Maurice Rowson Hall), Church Road, Gosfield, Essex CO9 1TL. To agree actions to be taken in preparation for the Parish Council to be represented at the inquiry.

**7. REPORTS**

**7.1.** Police/PCSO/Neighbourhood Watch.

**7.2.** Essex CC report

**7.3.** Braintree DC reports

**8. PLANNING**

*Applications received:*

**23/02752/LBC & 23/02751/FUL** Proposed conversion of existing building into 3 holiday lets  
Buckleys And The Magnolia Tea Rooms 7A St James Street CO9 3EJ *Comment due 26th January 2024*

**23/03007/VAR** Variation of Condition 2 (Approved Plans) of approved application 21/00422/FUL granted 21.04.2021 for: Erection of new barn to replace demolished barn following a fire. Variation would allow: the introduction of concrete panels at low level instead of the box profile cladding extending all the way to the ground, this will also mean the steel stanchions will be on show at low level too.

Milestone Barns Sudbury Road CO9 3AD

*Comment due 16th January 2024*

*Applications received: Decisions to be ratified*

**23/02880/TPOCON** Notice of intent to carry out works to trees in a Conservation Area:- T1 1 x Cherry reduce by 0.5-1m T2 1 x Portuguese laurel reduce away from building by 1m

Goston Mount Pottery Lane CO9 3EU

*No objections*

**23/02852/TPOCON** Notice of intent to carry out works to trees in a Conservation Area: T1 - Lime Trees x8 - Re-pollard to previous pollarding points (approx. 2m off), trees on roadside boundary. T2 - Yew Tree - Rear of parking area - Reduce by 2m around the neighbours tv aerial to give clearance T3 - Yew Tree - Rear Boundary by Summer House, reduce by approx. 2m overall. T4 - Yew Tree - Rear Boundary to the left of T3, reduce height by 4m and sides by 2m. T5 - Silver Birch - Left hand boundary - reduce by 2-3m overall. T6 - Goat Willow - Left hand Boundary, re-pollard to previous cutting points, approx. 4-5m off  
The Vicarage Queen Street CO9 3EZ *No objections*

**23/02843/TPOCON** Notice of intent to carry out works to trees in a Conservation Area: London Plane (T1) Crown reduction of 4m to previous cuts. Poplar (T2) Pollard to 10m, Poplar (T3) Pollard to 8m in height.  
Binghams Pottery Lane CO9 3EU *No objections*

**23/02943/TPOCON** Notice of intent to carry out works to trees in a Conservation Area: False Acacia - Prune the overhanging branches. To be cut back by up to 2 metres  
High House 2 St James Street CO9 3EJ *No objections*  
*Comment: Request significance of False Acacia as Mark Catesby import is noted by Landscape Services.*

*Applications determined*

**23/02552/HH** Erection of single storey rear extension  
27 Nunnery Street CO9 3DN *Application PERMITTED*

**23/02379/LBC** Proposed removal of internal wall, and raising of ceiling height in kitchen  
9 Pye Corner CO9 3DE *Application PERMITTED*

**23/02371/HH** Two storey side extension, changes in roof pitch to existing single storey rear element and porch, relocation of main entrance door and proposed provision of hardstanding to facilitate vehicle parking  
41 Nunnery Street CO9 3DW *Application PERMITTED*

**23/02174/LBC& 23/02173/FUL** Conversion of Lippingwell's Farmhouse and Lippingwell's Cottage into a single dwelling  
Lippingwells Cottage & Lippingwells Farmhouse Rushley Green CO9 3AH *Application PERMITTED*

**21/01416/DAC** Application for approval of details reserved by conditions 3, 4 and 5 of Listed Building Consent 20/00134/LBC  
Post Office 5 St James Street CO9 3EJ *Application PERMITTED*

**9. FINANCE**

- 9.1. The monthly payments to be approved for authorisation and monthly bank reconciliations checked
- 9.2. **Budget 2024 - 2025:** Consideration and approval of Parish Council budget for the next financial year
- 9.3. **Precept 2024 - 2025:** Consideration and approval of precept claim for the next financial year
- 9.4. **Parish Council Reserves:** Review of earmarked reserves and level of general reserve.

**10. COMMUNITY ALLOTMENT**

- 10.1. To note receipt of £3,500 BDC Community Gardens and Open Spaces grant funding
- 10.2. To confirm meeting for the Village Park group and Community Allotment leaders to progress plans.

**11. BDC POTENTIAL OPEN SPACE IMPROVEMENTS PLAN**

To approve updates (formerly Open Spaces Action Plan). This document determines the use of any S106 funding available from housing development in the parish. Updates due by 26th January 2024

**12. CORRESPONDENCE TO NOTE - None**

**13. AGENDA ITEMS FOR NEXT MEETING**

**14. NEXT MEETINGS:**

<b>Monday 12th February 2024</b>	<b>7.30pm</b>	<b>Ordinary Parish Council</b>	<b>Castle Hedingham Club</b>
<b>Monday 11th March 2024</b>	<b>7.30pm</b>	<b>Ordinary Parish Council</b>	<b>Castle Hedingham Club</b>

<b>Councillors:</b>	Cllr Julia Allen	Cllr Andy Deeks	Cllr Penny Doe
	Cllr Will Dover	Cllr Beverlee Foulkes	Cllr Stuart Mowle
	Cllr Andy Smith	Cllr Garry Southgate	Cllr Jessica Westrop

Copy to: **County Councillor:** Cllr Peter Schwier  
**District Councillors:** Cllr J Beavis Cllr W Taylor  
**Essex Police** PC James Draper  
**Neighbourhood Watch** VACANT